

CONFERENCE INFORMATION REPORT
FEDERAL RULE OF CIVIL PROCEDURE 16

CIVIL ACTION NO. _____

JURY TRIAL _____ NON-JURY TRIAL _____ ARBITRATION _____

SERVICE OF PROCESS MADE _____

Date

CAPTION:

TRIAL COUNSEL _____

REPRESENTING _____

LAW FIRM _____

ADDRESS _____

TELEPHONE AND FAX NUMBER _____

E-MAIL ADDRESS _____ DO YOU HAVE VOICE MAIL? _____

DISCOVERY: SELF-EXECUTING DISCOVERY COMPLETE? Yes _____ No _____

ALL OTHER COMPLETED _____ IF NOT, WHEN? _____
 Yes No Date

DO YOU EXPECT TO FILE A CASE-DISPOSITIVE MOTION? IF SO, BY WHAT DATE? _____

If you contend the discovery period should exceed four months after the last appearance by all defendants is filed, please state reasons: _____

SETTLEMENT:

CONFERENCE BEFORE MAGISTRATE JUDGE REQUESTED _____
 Yes No

MEDIATION UNDER LOCAL CIVIL RULE 53.3 AND
 MEDIATION PROTOCOL REQUESTED _____
 Yes No

IF "YES" TO SETTLEMENT CONFERENCE OR MEDIATION,
 AFTER WHAT DATE? _____
 Date

TRIAL:

READY FOR TRIAL _____
 Date

TIME TO PRESENT YOUR CASE _____
 TIME FOR ENTIRE TRIAL _____

SPECIAL COMMENTS:

DATE _____

Signature of Counsel

TYPE OR PRINT NAME

The Court expects counsel to confer with counsel's client(s) concerning the preparation of the response to this Report and in anticipation of the Initial Pretrial Conference. This Report Should be Mailed or Faxed to Chambers at 267-299-5070 or Hand Delivered to Chambers, Room 7614, United States Courthouse, Philadelphia, Pennsylvania, at least three (3) business days before the scheduled Initial Pretrial Conference.